

## COMMUNITY DEVELOPMENT COMMISSION

February 17, 2009

To: Each Supervisor

From: *for* *Robert A. Glover*  
Cordé D. Carrillo, Acting Executive Director

**SUBJECT: ADVANCE NOTIFICATION OF INTENT TO ENTER INTO A SOLE SOURCE CONTRACT WITH KATHERINE SPITZ AND ASSOCIATES FOR THE WHITTIER BOULEVARD STREETScape PROJECT**

In accordance with Board policy requiring notification of prospective large sole source contracts, this letter is to advise you that the Community Development Commission (Commission) will be requesting your approval to enter into a sole source contract with Katherine Spitz and Associates (KSA) to complete construction documents for the Whittier Boulevard Streetscape Project (Project).

In March 2005, your Board approved the award of a two-year agreement for landscape architectural services to KSA. KSA completed the base plan, schematic design and design development phases of the Project. KSA performed extensive field investigations and design analyses of the boulevard. The Project experienced several delays, including coordination issues with Edison on the location of lights, a redesign triggered by the Whittier Boulevard Merchants Association, and coordination issues with the Department of Public Works, who will construct the streetscape project. As permitted under the contract terms authorized by your Board, KSA's contract was extended for one additional year, but expired in June 2008, prior to the completion of the Project. No work has been done on the Project by KSA since the contract expiration.

The proposed sole source contract will allow KSA to resume Project-related services with the expected completion of construction documents, specifications, and plan check in time for bidding this project during Summer 2009. These services were included in the original contract with KSA, but Project delays outside KSA's control prevented their completion. Based on KSA's prior experience and familiarity with the Project, it is in the best interest of the Commission to enter into a sole source contract for the remaining Project phases. Commission staff has determined that the cost of the service for \$325,187.50 is fair and reasonable. Engaging another consultant team would prolong this Project unnecessarily and be a poor use of additional public funds. A new design team, in the performance of due diligence, would be required to duplicate work previously completed by KSA prior to continuing with the next phase of work and preparation of construction documents.

If you have any questions, please contact me or your staff may contact DeAnn Johnson, Director of Construction Management, at (323) 260-3428 or via e-mail at [deann.johnson@lacdc.org](mailto:deann.johnson@lacdc.org).

CDC:nt

c: Lari Sheehan, Deputy Chief Executive Officer  
Raymond G. Fortner, Jr., County Counsel  
Each Deputy